

**Southridge Volunteer Fire Department**

Agreed-Upon Procedures Report

For the Year Ended December 31, 2021

**Thomas, Speight & Noble**  
**Certified Public Accountants**  
2210 Fowler Avenue  
Jonesboro, AR 72401  
(870) 932-5858



INDEPENDENT ACCOUNTANT'S REPORT  
ON APPLYING AGREED-UPON PROCEDURES

To the Quorum Court of  
Craighead County Arkansas  
And Board of Directors of  
Southridge Volunteer Fire Department

We have performed the procedures enumerated below with respect to the cash basis financial information and compliance with certain state laws for Southridge Volunteer Fire Department, for the year ended December 31, 2021. This report is prepared in accordance with Craighead County, Arkansas Ordinance No. 2020-24. This engagement to apply agreed-upon procedures was performed in accordance with standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of Southridge Volunteer Fire Department. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures and associated findings are as follows:

1. Perform a proof and reconciliation of cash for all money that is received from the Craighead County Treasurer.
2. Confirm that this money was spent on fire protection expenditures as defined in the Act 833 funding guidance or operating expenditures of the district.
3. Verify twenty-five percent (25%) and all expenditures over \$6,000 were properly supported.
4. Confirm that funds are maintained in a separate bank account and not commingled with any other funds.
5. Review the policies and procedures that the department is utilizing for internal controls.

**Findings:** *Supporting documentation could not be located for expenditures totaling \$2,840.63. We recommend that supporting documentation be retained for all expenditures and monthly statements reconciled to individual receipts for vendors that are paid by monthly statements. Further, we recommend that all checks contain dual signatures, and a review and approval of the monthly bank statements be performed by someone other than the custodian of the bank account.*

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion of the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the Quorum Court of Craighead County, Arkansas and the Board of Directors of Southridge Volunteer Fire Department and is not intended to be and should not be used by anyone other than those specified parties.

*Thomas, Speight & Noble, CPAs*

Thomas, Speight & Noble, CPAs  
Jonesboro, Arkansas  
June 10, 2022

**Southridge Volunteer Fire Department**

Compiled Financial Statements

For the Year Ended December 31, 2021

**Thomas, Speight & Noble**  
**Certified Public Accountants**

2210 Fowler Avenue  
Jonesboro, AR 72401  
(870) 932-5858

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THOMAS, SPEIGHT & NOBLE, CPAs

A PROFESSIONAL ASSOCIATION OF CERTIFIED PUBLIC ACCOUNTANTS  
MEMBER OF THE PRIVATE COMPANIES SECTION OF THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT ACCOUNTANTS' COMPILATION REPORT

To the Quorum Court of  
Craighead County Arkansas  
And Board of Directors of  
Southridge Volunteer Fire Department

Management is responsible for the accompanying financial statement of Southridge Volunteer Fire Department, which comprises the Statement of Cash Receipts and Disbursements as of and for the year ended December 31, 2021. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statement nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

Management has elected to omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the Department's financial position and results of operations. Accordingly, the financial statement is not designed for those who are not informed about such matters.

*Thomas, Speight & Noble, CPAs*

Thomas, Speight & Noble, CPAs  
Jonesboro, Arkansas  
June 10, 2022

2210 FOWLER AVENUE  
PO BOX 17167  
JONESBORO, AR 72401  
870-932-5858  
FAX 870-932-2030

420 WEST WALNUT  
PO BOX 205  
BLYTHEVILLE, AR 72315  
870-762-5831  
FAX 870-762-5833

501 WARD AVENUE  
PO BOX 1154  
CARUTHERSVILLE, MO 63830  
573-333-4225  
FAX 573-333-4443

1400 WEST KEISER  
PO BOX 644  
OSCEOLA, AR 72370  
870-563-2638  
FAX 870-563-3794

915 TOWNSEND DRIVE  
PO BOX 700  
POCAHONTAS, AR 72455  
870-892-2575  
FAX 870-892-2576

**Southridge Volunteer Fire Department  
Statement of Cash Receipts and Disbursements  
For the Year Ended December 31, 2021**

**CASH RECEIPTS**

Fire fees	\$ 95,930
State aid	24,741
FEMA Grant	268,549
Other	991
Interest	69
<b>TOTAL CASH RECEIPTS</b>	<b>390,280</b>

**CASH DISBURSEMENTS**

Repairs and maintenance	6,285
Utilities	9,717
Vehicle loans	28,332
Rent	4,604
Supplies and equipment	26,383
Insurance	18,305
Fuel	2,745
Retirement	1,180
Accounting and Legal Fees	3,701
Grant Writing Fee	4,266
Purchase of New Truck	267,987
Miscellaneous	1,988
<b>TOTAL CASH DISBURSEMENTS</b>	<b>375,491</b>

**INCREASE (DESCREASE) IN CASH**

	14,789
Beginning Cash	148,388
Ending Cash	<b>\$ 163,177</b>